

Academic Leadership Council
MINUTES
March 23, 2009
MCCS Board Room

Attendees: Sandra Beck, Kathryn Birmingham, Sherry David, Betsy Davis, Linda Fife, Julie Giuliani, Margo Martin, Rick Nelson, Michael Reiner, Charles Smires, Judy Staver, Dana Thomas, Sandra Willis, Nancy Yurko.

1. Approval of Minutes from March 9, 2009 – Margo Martin opened the meeting by asking the group to review minutes for approval. A motion was made by Sherry David to accept and approve the minutes, and it was seconded by Michael Reiner.
2. Adjunct Faculty Evaluation Rubrics –The following handouts were distributed to the group: Rubric Form, Adjunct Faculty Evaluation Form, and Learning Environment Observation Form.

Action Items:

Rubric Form

- Review and send any recommendations and/or changes to Charles Smires or Margo Martin by Thursday, March 26, 2009.

Learning Environment Observation Form

- Change footnote *
 - From: Does not demonstrate compliance
 - To: Criterion not observed
- Change footnote **
 - From: Provides no evidence of compliance or noncompliance
 - To: Criteria not applicable to this observation
- Delete instructor's signature requirement

3. ALC Summer Retreat – Margo Martin informed the group that the Executive Committee established a date for the summer retreat. The retreat will take place on Monday, June 8th from 9 am – 3pm at the Wilson Center.

Action Items:

- All members were asked to share the date with their Campus Presidents.
- All members were asked to identify major topics to discuss at retreat.
- A headcount for food is needed by the end of April.